

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: February 8, 2016

Page 1 of 6

**CALL TO ORDER:** The Village of Peninsula Council convened from 6:59 p.m. to 10:03 p.m. in the Peninsula Village Hall. Mayor Douglas Mayer called the meeting to order and initiated the pledge of allegiance with the following members and visitors present:

**COUNCIL MEMBERS:**

Douglas Anderson	Present	Douglas Mayer, Mayor	Present
Diane Holody	Present	Daniel Schneider	Present
Carol Kramer	Present	Pamela Schneider	Present
Michael Matusz	Present		

**OTHERS PRESENT**

John Stiegel, Connie Hesske, Joseph Varga, Elizabeth Workman, Kevin Kramer, Wendy Anderson, Mark Anson

**CITIZEN PARTICIPATION:**

Nothing.

**COUNCIL PARTICIPATION:**

Council discussed the proper procedure for calling for the vote and who's role it is to do so. It was agreed that Council President Pro-Tempore shall continue to call for the vote.

Mr. Matusz stated that the trees at Emerson and Rt. 303 are overgrown, and are obstructing the view. The Mayor will ask the Service Department to address.

**MAYOR'S REPORT:**

Mayor Mayer called for a nomination for Vice President. Solicitor Hesske clarified that there is no such position. By statute, if something happened to the Mayor (President of Council) the President Pro-Temp would step in. If something happened to both the Mayor and President Pro-Temp, then the remaining members of Council would appoint a new President Pro-Temp and would have 30 days to fill the vacant Council seat.

The Mayor announced that the Police squad room floor was installed. The Mayor has received a quote from Mr. Wise to replace the floors in the filing and booking room, as well as installing carpet squares in the Police locker room. The cost is \$1,450 to complete the 3 areas. Chief Varga stated that his carpet is in acceptable condition at this time.

**MOTION:** TO REPLACE THE ADDITIONAL FLOORS IN THE POLICE STATION, NOT TO EXCEED A COST OF \$1,450.00.

Moved by Mr. Anderson, seconded by Mr. Matusz.

Call for discussion made by Mr. Anderson: Council asked if the quote included tax, the Village is tax exempt.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 18 -2016)

Council discussed the need for new mats, Ms. Workman stated that she has received quotes for weekly mat service at a monthly rate of \$25 + a 9% service fee for a 3-year term. Council agreed to move forward with the rental.

**MOTION:** THAT THE MAYOR ENTER INTO A CONTRACT WITH ARAMARK FOR MAT SERVICE, NOT TO EXCEED \$28 PER MONTH.

Moved by Mrs. Kramer, seconded by Ms. Schneider.

Call for discussion made by Mr. Anderson: Council asked if the quote included tax, the Village is tax exempt.

02/26/16

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: February 8, 2016

Page 2 of 6

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 19 -2016)

**SOLICITOR'S REPORT:**

Solicitor Hesske stated that she forwarded the Boston Township plowing/salting agreement to Boston Township and their Solicitor, there has been no response back, she will follow up with them.

Solicitor Hesske reported that the Codifieds are complete. She thanked Ms. Holody for providing a copy of the most current zoning book. Solicitor Hesske reported that Walter Drane will include any legislation passed in 2015, as part of the original quote, however Mr. Kelly stated that he has only received 1 ordinance since October 2015. The Fiscal Officer will confirm that all 2015 legislation has been sent to Mr. Kelly.

**MOTION:** TO AUTHORIZE THE APPROVAL, PAYMENT AND FINALIZATION OF THE WALTER DRANE PROJECT FOR THE YEAR 2015 INCLUDING UPDATES.

Moved by Ms. Holody, seconded by Ms. Holody.

Call for discussion made by Mr. Anderson: Council discussed when the codifieds would be available online and how often they will be updated. Council discussed Ordinances that were passed after October, the Fiscal Officer will confirm that Walter Drane has all 2015 Ordinances passed.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 20 -2016)

Solicitor Hesske reported on the Temporary Road signs on Akron-Peninsula and Riverview. She has begun to look legislation that would have been passed back in the 80's declaring who owns the road, the Village or the County.

The Mayor read a letter that he and Council received from the Peninsula Chamber encouraging Council to move forward with the wastewater treatment facility. is attached as part of the minutes. Solicitor Hesske stated that this is a very positive step, it is the first time that she has witnessed a chamber coming forward with support.

Ms. Holody thanked the chamber for their support. The Mayor assured everyone that the Village is moving forward.

**FISCAL OFFICER'S REPORT:**

**MOTION:** TO APPROVE THE JANUARY 11, 2016 REGULAR MEETING MINUTES IN FINAL FORM.

Moved by Mr. Anderson, seconded by Ms. Schneider.

Call for discussion made by Mr. Anderson: No response.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously** (Motion 21 -2016)

**MOTION:** TO ACKNOWLEDGE THE FINANCIAL REPORTS.

Moved by Mr. Anderson, seconded by Mr. Schneider.

Call for discussion made by Mr. Anderson: No response.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously** (Motion 22 -2016)

**MOTION:** TO PAY THE BILLS.

Moved by Mr. Schneider, seconded by Ms. Schneider.

Call for discussion made by Mr. Anderson: Council discussed the fuel expense, lease payment and salt expense.

02/26/16

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: February 8, 2016

Page 3 of 6

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously** (Motion 23 -2016)

**POLICE DEPARTMENT:**

Chief Varga reported that the police contract with Boston Township is up at the end of the year, and suggested that Council form a committee to look at the contract. The Mayor agreed that a committee should be formed so Council understands how the police contract should be developed. The last contract was presented by Boston Township and was based on a contract that a former chief had presented. Council agreed to discuss under Old Business. The Chief suggested looking at going back to angle parking on Main Street. Council discussed and agreed to pursue. The Chief stated that the parking tickets have been ordered and the next step is for the Mayor to appoint a Parking Violations Clerk and a Hearing Officer. The Hearing Officer cannot be the Village Solicitor. The Mayor stated that he would like the fulltime Admin Assistant to step into the role of Parking Violation Clerk. Chief Varga explained the process to Council. Solicitor Hesske suggested looking at Stow and Hudson to see what they have setup in terms of compensation and Council agreed.

**MOTION: FOR THE MAYOR TO APPOINT MS. WORKMAN AS VIOLATIONS CLERK ON A TEMPORARY BASIS, EFFECTIVE IMMEDIATELY.**

Moved by Mrs. Kramer, seconded by Ms. Holody.

Call for discussion made by Mr. Anderson: No Response.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously** (Motion 24 -2016)

It was agreed that the Mayor would bring necessary information to appoint the Hearing Officer at the March meeting.

**SERVICE DEPARTMENT**

The Mayor reported the state is holding seminars on road signs, he will ask Mr. Halko if he would like to attend. The Mayor reported that the small truck is having hydraulic issues that Mr. Halko and Mr. Morehouse are unable to fix, and therefore will need to go into the shop. The Mayor requested that Council form a committee for the Service Department, to look at needs. It was agreed that committees would be discussed under Old Business.

**ZONING**

The Mayor stated that he has been handling the Village zoning for the past year and would like to hire someone to fill the position.

**MOTION: TO AUTHORIZE THE MAYOR TO ADVERTISE IN YOUR COMMUNITY NEWS AND THE WESTSIDE LEADER FOR THE POSITION OF VILLAGE ZONING INSPECTOR FOR A MONTH, TO BE VERIFIED BY THE FISCAL OFFICER.**

Moved by Ms. Holody, seconded by Ms. Schneider.

Call for discussion made by Mr. Anderson: Council agreed to include the salary of \$275/month to inform potential applicants. Applications will be distributed to the Mayor and Council. Council discussed whether the Mayor has the authority to appoint the Zoning Inspector for the Village. Solicitor Hesske will check.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously** (Motion 25 -2016)

**BOARD OF ZONING APPEALS.**

The Mayor reported that there was no meeting in January.

02/26/16

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: February 8, 2016

Page 4 of 6

**PLANNING COMMISSION**

Mr. Matusz announced that Mr. Milhoan resigned from the Planning Commission and should be recognized for his service to the community. Mr. Matusz distributed the presentation that the Wastewater Advisory Committee put together. The WWAC will be doing a second presentation for Council and the community, on February 29, 2016 at 7:00 p.m. at the G.A.R. Hall. The committee would like to put out an RFQ for an engineering firm.

Ms. Holody reported that she is working with Bill Clifton on the RFQ, using a template provided by RCAP, Rural Community Assistance Program. They have a template laid out that small communities can follow to find an engineering firm to work with. You are able to put in the types of systems the Village would like them to look at. Planning Commission will review the RFQs and make a recommendation to Council to approve. A committee will look at the RFQs and then select an engineering firm to do a preliminary engineering study. Usually in the \$40-80,000 range. The WWAC is looking for funding to cover the preliminary engineering study.

Ms. Holody reported that Planning has formed 2 subcommittees, one to look at the Long Range Plan and one to look at the future use of the Woodridge Intermediate School property. If anyone is interested in joining one of the committees, contact Karen Walters or Mike Kaplan.

The Mayor stated that if anyone is interested in joining the Planning Commission, they should contact him.

**RECORDS**

Mrs. Kramer asked Ms. Workman to report on the progress of the record retention progress. Ms. Workman stated that she would be sending the schedule to the Ohio Historical Society for their review the beginning of March. Mrs. Kramer asked Mr. Stiegel for an update on the progress of the employee handbook. Mr. Stiegel stated that Ms. Fraz started the project and should have it completed by the next meeting.

**FIRE BOARD**

Mr. Schneider reported that the next meeting scheduled for Thursday, February 11, 2016 and that Valley Fire advertised for the position of Clerk Treasurer.

**CEMETERY BOARD**

The meeting time has been moved to 5:30 p.m.

**JEDD BOARD**

Mr. Schneider reported that the next meeting is at 6:00 on Wednesday, February 10, 2016 at the Boston Township Hall. Mr. Anderson suggested asking about the postings. Mr. Schneider stated that he had spoken to Ms. Noragon, who said that she posts the meetings in the Akron Beacon Journal and the Westside Leader. Council discussed the Village posting requirements. Solicitor Hesske stated that according to the Village Ordinance, Council must post notice of the meeting at posting sites, 24 hours prior to the meeting.

Mrs. Kramer asked if the meeting notes could be emailed to Council members after the meetings. Mr. Schneider stated that he would ask.

**LEGISLATION**

*First Readings:*

**RESOLUTION 3-2016**

A RESOLUTION ADOPTING THE EXPECTED SIGN LIFE METHOD TO BE USED FOR  
MAINTAINING THE MINIMUM RETROREFLECTIVITY OF STREET SIGNS WITHIN THE  
VILAGE OF PENINSULA, OHIO.

02/26/16

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: February 8, 2016

Page 5 of 6

Solicitor Hesske stated there was no motion to suspend the rules, therefore Resolution 3-2016 will have a second reading in March.

Mr. Anderson presented his findings regarding signs. Ms. Kramer asked how the program would be implemented and what are the procedures associated with it. There was extensive conversation regarding implementing this program.

**RESOLUTION 4-2016**

A RESOLUTION AUTHORIZING THE VILLAGE OF PENINSULA, OHIO PLANNING COMMISSION TO CHANGE ITS MONTHLY MEETING DATE FROM THE 4<sup>TH</sup> TUESDAY OF EACH MONTH AT 5:30 PM TO THE FOURTH MONDAY AT 7:00 PM OF EACH MONTH.

**MOTION:** TO SUSPEND THE 2<sup>ND</sup> AND 3<sup>RD</sup> READINGS OF RESOLUTION 4-2016.

Moved by Mr. Anderson, seconded by Ms. Holody.

Call for discussion made by Solicitor Hesske: Mr. Matusz explained that the meeting was going back to the original day and time. Council discussed the need to suspend the rules.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 26 -2016)

**MOTION:** TO ADOPT RESOLUTION 4-2016.

Moved by Mr. Anderson, seconded by Mr. Schneider.

Call for discussion made by Solicitor Hesske: No response.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 27 -2016)

**ORDINANCE 2-2016**

AN ORDINANCE ESTABLISHING THE PERMANENT OPERATING BUDGET FOR FISCAL YEAR 2016 FOR THE VILLAGE OF PENINSULA, OHIO.

The Fiscal Officer stated that he was asking for a first reading tonight, the Ordinance does not need to be passed until next month. If Council has any questions, they should call the Fiscal Officer to discuss. Solicitor Hesske stated that Ordinance 2-2016 will have a second reading in March.

**ORDINANCE 3-2016**

AN ORDINANCE GRANTING THE DIRECTOR OF TRANSPORTATION AUTHORITY TO MAINTAIN STATE HIGHWAYS, APPLY STANDARD LONGITUDINAL PAVEMENT MARKINGS AND ERECT REGULATORY AND WARNING SIGNS ON STATE HIGHWAYS INSIDE THE VILLAGE OF PENINSULA, OHIO AND GIVING CONSENT OF THE VILLAGE TO THE PLOWING OF SNOW AND USE OF ABRASIVES FOR ICE CONTROL UNDER THE SUPERVISION OF THE DIRECTOR OF TRANSPORTATION OF THE STATE OF OHIO

**MOTION:** TO SUSPEND THE 2<sup>ND</sup> AND 3<sup>RD</sup> READINGS OF ORDINANCE 3-2016.

Moved by Mr. Anderson, seconded by Mrs. Kramer.

Call for discussion made by Solicitor Hesske: No response.

Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 28 -2016)

**MOTION:** TO ADOPT ORDINANCE 3-2016.

Moved by Mr. Anderson, seconded by Ms. Schneider.

02/26/16

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: February 8, 2016

Page 6 of 6

Call for discussion made by Solicitor Hesske: Solicitor stated that she did not include a section that was in the original document that was floating around. In that section it stated that the state would NOT be held liable for any damage that it may create within the white lines while maintaining these roads. The Solicitor suggested holding the vote in order for Council to compare the two documents. After discussion, Council agreed that they felt comfortable passing Ordinance 3-2016 as presented. Votes were: Douglas Anderson, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 29 -2016)

*Second Readings:*

*Third Readings:*

*Tabled:*

**OLD BUSINESS**

Ms. Holody presented a plan to create committees to look at needs of the Village. The committees would include Council members, residents of the Village and in some cases CVNP representatives. Ms. Holody will email the document to Council, for review.

Ms. Holody presented information on different grants available for local governments that Council may want to look at. Ms. Holody also presented a program that would fund the preliminary engineering study, that she would encourage Council to apply for.

Mayor Mayer reported on the Summit County chip and seal program. He stated that the Fiscal Officer informed him that the Village has \$32,000 in the road budget. To be part of the program, the Village must submit an application by the first of March. The Village needs to submit a "not to exceed amount". The Village would pay only what the quote comes in at. If the quote comes in higher than the "not to exceed amount", the County will work to meet that number. Solicitor Hesske clarified that in order to be part of the County bid, the County must receive an "okay let's do it" agreement from the Village. The Fiscal Officer clarified that the Village has \$20,000 on the budget presented tonight and \$12,000 with the County in the license plates fund. Council discussed and it agreed that a special meeting is required to discuss prior to submitting to the County.

The question was raised if Planning Commission should be involved in the decision to go back to angle parking. Mr. Anderson will measure to see if it is feasible to look into first.

**NEW BUSINESS**

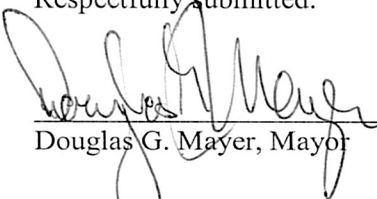
**ADJOURNMENT**

**MOTION:** TO ADJOURN AT 10:03 PM.

Moved by Ms. Schneider, seconded by Ms. Holody.

(Motion 30 -2016)

Respectfully submitted:

 3-28-2016  
\_\_\_\_\_  
Douglas G. Mayer, Mayor Date

 3/24/16  
\_\_\_\_\_  
John D. Stiegel, Fiscal Officer Date

The Village of Peninsula's next regular meeting of Council will be held **March 14, 2016** at the Village Hall within Council chambers. Council Chambers are on the second floor of the Village Hall, 1582 Main Street, Peninsula, Ohio, 44264. (Corner of Akron-Peninsula Road and State Route 303)

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02/26/16